**Spring Inspection & Maintenance Form Stormwater Harvesting and Use Systems (Example)**

System: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Installer Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- | --- |
| **Catchment Surfaces (roofs, pavement, etc)** | | | | **Completed** | | **Additional Action Required?** (Describe under follow-up items) |
| **Collection** | **Maintenance** | | | **By (Initials)** | **Date** |
| *Rooftop* | *e.g. remove debris, wash surface* | | |  |  | Yes / No |
| *Parking* | *e.g. spring sweeping* | | |  |  | Yes / No |
| *Green Space* |  | | |  |  | Yes / No |
|  |  | | |  |  |  |
| **Collection System and Pre-storage Treatment** | | | | **Completed** | | **Additional Action Required?** (Describe under follow-up items) |
| **Component** | | | **Maintenance** | **By** (Initials) | **Date** |
| *Gutters/gutter guards* | | | *e.g. remove debris and sediment accumulations* |  |  | Yes / No |
| *Downspouts* | | |  |  |  | Yes / No |
| *First Flush Diverter* | | |  |  |  | Yes / No |
| *CB Sumps* | | |  |  |  | Yes / No |
| *All* | | | *e.g. check joints and fitting test the system for leaks* |  |  | Yes / No |
| *etc.* | | |  |  |  | Yes / No |
|  | | |  |  |  |  |
| **Storage (Tank, Pond) and Distribution** | | | | **Completed** | | **Additional Action Required?** (Describe under follow-up items) |
| **Component** | **Maintenance** | | | **By (Initials)** | **Date** |
| *All* | *e.g. test for leaks* | | |  |  | Yes / No |
| *tank inlet* | *e.g. clean and free of obstruction* | | |  |  | Yes / No |
| *Tank* | *e.g. clean and in good repair* | | |  |  | Yes / No |
| *overflow outlet* |  | | |  |  | Yes / No |
| *etc.* |  | | |  |  | Yes / No |
|  |  | | |  |  |  |
| **Treatment System** | | | | **Completed** | | **Additional Action Required?** (Describe under follow-up items) |
| **Component** | **Maintenance** | | | **By (Initials)** | **Date** |
| *all* |  | | |  |  | Yes / No |
|  |  | | |  |  | Yes / No |
|  |  | | |  |  | Yes / No |
| *etc.* |  | | |  |  | Yes / No |
|  |  | | |  |  |  |
| **Distribution System** | | | | **Completed** | | **Additional Action Required?** (Describe under follow-up items) |
| **Component** | | **Maintenance** | | **By (Initials)** | **Date** |
| *all* | |  | |  |  | Yes / No |
| *pump* | | *e.g. (all start up per manufacturer's instructions)* | |  |  | Yes / No |
| *water level sensor* | | *e.g. test per manufacturer's instructions* | |  |  | Yes / No |
| *backflow preventer* | | *e.g.(testing per local codes and regulations)* | |  |  | Yes / No |
| *make-up supply* | |  | |  |  | Yes / No |
| *etc.* | |  | |  |  | Yes / No |

|  |  |  |  |  |  |
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| **Inspection Follow-up Items** | | | **Notifications Required**  (Installer, City, etc.) | **Action Completed** | |
| **Inspection Date** | **Component** | **Action Required** | **By (Initials)** | **Date** |
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